

M-DAY notice # 20-032

Closing Date: 23 October 2020

Applications for are now being accepted for the following enlisted position. Questions concerning contents of this notice may be directed to CPT Rebecca Linder, AO, of JFHQ-SD at 605-737-6224.

Duty Location: Rapid City, SD  
Unit Designation: JFHQ-SD, G4  
Military Grade: SFC/E-7  
Duty Position: CUL MGMT NCO  
Duty MOS: 92G4O  
Para/Line: 231E/03

General Eligibility Requirements: All E7 Soldiers or E6 Soldiers who are EPS select within the SDARNG. If you are an EPS select, submit your EPS select letter with your packet. Those not 92G qualified will have 1 year to obtain a reservation in a 92G MOS producing school. Soldier must have a current record go on APFT and meet height and weight standards for consideration.

Duty Requirements:

a. *Major duties:* Perform duties shown in previous skill level when required and assign personnel to duty positions. Coordinate with food service officer, food advisor and food operations NCOs. Coordinate with TISA, facility engineers and veterinary activity. Plan and implement menus to ensure nutritionally balanced meals. Ensure accuracy of accounting and equipment records. Develop and initiate Standard Operating Procedures and safety, energy, security and fire prevention programs. Evaluate contract food service operations. Ensure contractors compliance with food service contract operations.

b. *Physical demands rating and qualifications for initial award of MOS.* Food service specialist must possess the following qualifications:

- (1) A physical demands rating of heavy.
- (2) A physical profile of 222332.
- (3) Normal color vision.
- (4) A minimum score of 90 in aptitude area OF.
- (5) A U.S. citizen.

Special Information: This announcement does not constitute a commitment to fill the position.

Application and Selection Procedures:

a. Interested members may apply by submitting, the following:

- (1) Current Copy ERB
- (2) Copy of last three (3) NCOERs
- (3) Complete biographical information (Resume) \*attached
- (4) Current Copy of DA 705 (APFT Score card)
- (5) Verification of current weigh in (SIDPERS/DTMS Print out and DA Form 5500 if required)
- (6) DA Form 4187 signed by unit Commander
- (7) EPS Select Memo (if applicable)

b. ALL Soldiers must apply by e-mailing a completed application packet to rebecca.c.linder.mil@mail.mil. **The documents will be scanned together into one PDF named with Soldier's last name.** Any application not sent in this format will not be accepted

and will be sent back. E-mail must be dated no later than the closing date of this notice. Deployed Soldiers may request copies of missing required documents be sent to JFHQ. POC for this action will be your Human Resource NCO within your current unit.

c. Equal Employment Opportunity: The South Dakota National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to political, religious, or labor organization affiliation or non-affiliation, marital status, race, color, sex, national origin, disqualifying physical handicap, or age, and shall be based solely on job-related criteria. Selection will be made from those applicants' determined best qualified in terms principally involving experience, demonstrated ability/performance, and training.

d. Applicants may be subject to personal interview upon notification of time and place. Necessary travel is at applicants own expense. Inquiries concerning specific aspects of the duty position should be directed to Mr. Urban at (605) 737-6734.

## **BIOGRAPHICAL SUMMARY**

**DUTY POSITION APPLYING FOR:** CUL MGMT NCO

### **PERSONAL INFORMATION:**

NAME: (LAST, FIRST, MIDDLE INITIAL)

HOME ADDRESS:

HOME TELEPHONE NUMBER:

### **CIVILIAN EMPLOYER INFORMATION:**

CURRENT EMPLOYER:

BRIEF DESCRIPTION OF YOUR RESPONSIBILITIES:

BUSINESS TELEPHONE NUMBER:

CIVILIAN EDUCATION:

### **MILITARY ORGANIZATION INFORMATION:**

PRESENT UNIT OF ASSIGNMENT:

PRIMARY MOS:

DUTY MOS:

PRESENT GRADE OF RANK:

DATE OF RANK:

YEARS OF SERVICE:

MILITARY EDUCATION:

SIGNIFICANT EXPERIENCE: